

# Invitation to Bid

## City of Milwaukee

CITY OF MILWAUKEE  
200 E WELLS STREET  
MILWAUKEE WI 53202  
United States

CIMIL

**Vendor:** 0001030455  
WEBPAGE DOWNLOAD  
<http://www.milwaukee.gov/citygov/daa/sp/sp.shtml>  
MILWAUKEE WI 53202

Bid ID	Date	Buyer	Page
CIMIL-0000002032	08/01/2007	Winona Marshall	1
Payment Terms	DateTime Bid Open	Closing	
PROMPT PAY	04/29/2008 10:00 PM	05/20/2008 02:00 PM	

**Ship To:** WATER WORKS 641 KK  
1901 S. KINNICKINNIC AVENUE  
MILWAUKEE WI 53204  
United States

**Bill To:** MILW WTR WORKS-ADMIN 641ADMIN  
MUNICIPAL BLDG., ROOM 409  
841 NORTH BROADWAY  
MILWAUKEE WI 53202  
United States

Line	Item	Description	Mfg ID	Mfg Item ID	Quantity	UOM	Need Date
1		Basic Hoist System			1.0000	EA	

**Freight Terms:** DEST

**Ship Via:** NOT APPL

\*\*\*NOTE: ALL BIDS RECEIVED FOR BID 0000002032 DATED 9/26/2007 HAVE BEEN REJECTED FOR NON-COMPLIANCE WITH THE SPECIFICATIONS.\*\*\*

\*\*THIS IS A REBID OF BID 2032 DATED 4/28/2008 THAT IS BEING REBID WITH REVISED SPECIFICATIONS.\*\*

ONE ADVANCED BASIC HOIST SYSTEM. THE BASE MUST BE 63" IN WIDTH WHILE IN OPERATING POSITION. THE MAST OFFSET MUST BE ABLE TO ADJUST FROM 6" TO 20". THE SYSTEM MUST HAVE A COLLAPSIBLE BASE THAT REDUCES THE SIZE OF THE ADVANCED BASIC HOIST SYSTEM TO 59.5" LONG AND 17" WIDE. THE SYSTEM MUST HAVE 310 LBS PERSONNEL RATED CAPACITY AND WEIGH 58 LBS. THE SYSTEM MUST MEET OR EXCEEDS ALL APPLICABLE INDUSTRY STANDARDS INCLUDING OSHA AND ANSI.

THE SYSTEM MUST HAVE A SEALED SRL WITH INTEGRAL RETRIEVAL WINCH THAT HAS 50" OF 3/16" GALVANIZED STEEL WIRE ROPE, STAINLESS STEEL AND CAST ALUMINUM HOUSING FOR CORROSION RESISTANCE, BUILT IN RETRIEVAL WINCH FOR RAISING/LOWERING LOAD DURING EMERGENCIES, ENVIRONMENTALLY SEALED DESIGN FOR SAFETY IN HARSH ENVIRONMENTS, SELF ADJUSTING DISC BRAKE, RESERVE LIFELINE RETENTION SYSTEM, SELF LOCKING SWIVEL SNAP HOOK WITH IMPACT INDICATOR, SWIVELING ANCHORAGE LOOP TO PREVENT TWISTING OF LIFELINE, AND CARABINEER. THE SELF ADJUSTING DISK BRAKE WILL STOP THE FALL AND LIMIT THE ARRESTING FORCES IMPOSED ON THE WORKER TO 900 LBS. OR LESS. THE RETRIEVAL WINCH SHOULD BE ACTIVATED BY REMOVING THE CRANK HANDLE AND ROTATING THE SHIFT KNOB. THE SEALED SRL WITH INTEGRAL RETRIEVAL WINCH AND MEETS OR EXCEEDS ALL APPLICABLE INDUSTRY STANDARDS INCLUDING OSHA, ANSI AND THE ANSI Z359.

THE SYSTEM MUST HAVE THE APPROPRIATE BRACKETS FOR PROPER USE WITH THE UCL ADVANCE HOIST SYSTEM AND THE SEALED SRL WITH INTEGRAL RETRIEVAL WINCH.

PRICE: \$ \_\_\_\_\_/EA

WE BID MFG/PRODUCT # \_\_\_\_\_

2	5 Piece Advance Hoist Syst	6.0000	EA
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**Freight Terms:** DEST

**Ship Via:** NOT APPL

ADVANCE 5 PIECE HOIST SYSTEM. THE BASE MUST BE ABLE TO ADJUST FROM WIDTH OF 37" TO 64" AND A LENGTH OF 46.5" TO 50" LONG. THE SYSTEM MUST ALSO INCLUDE A LIGHTWEIGHT LOWER MAST THAT IS 33" IN LENGTH. THE SYSTEM MUST ALSO INCLUDE AN OFFSET ADJUSTABLE MAST WITH A RANGE OF MOTION OF 12" TO 29". THE SYSTEM MUST HAVE A WORK LOAD CAPACITY OF 450 LBS. THE SYSTEM MUST NOT EXCEED 101 LBS. THE SYSTEM MUST MEET OR EXCEEDS ALL APPLICABLE INDUSTRY STANDARDS INCLUDING OSHA AND ANSI.

EACH SYSTEM MUST HAVE A SEALED SRL WITH INTEGRAL RETRIEVAL WINCH THAT HAS 50" OF 3/16" GALVANIZED STEEL WIRE ROPE, STAINLESS STEEL AND CAST ALUMINUM HOUSING FOR CORROSION RESISTANCE, BUILT IN RETRIEVAL WINCH FOR RAISING/LOWERING LOAD DURING EMERGENCIES, ENVIRONMENTALLY SEALED DESIGN FOR SAFETY IN HARSH ENVIRONMENTS, SELF ADJUSTING DISC BRAKE, RESERVE LIFELINE RETENTION SYSTEM, SELF LOCKING SWIVEL SNAP HOOK WITH IMPACT INDICATOR, SWIVELING ANCHORAGE LOOP TO PREVENT TWISTING OF LIFELINE, AND CARABINEER. THE SELF ADJUSTING DISK BRAKE WILL STOP THE FALL AND LIMIT THE ARRESTING FORCES IMPOSED ON THE WORKER TO 900 LBS. OR LESS. THE RETRIEVAL WINCH SHOULD BE ACTIVATED BY REMOVING THE CRANK HANDLE AND ROTATING THE SHIFT KNOB. THE SEALED SRL WITH INTEGRAL RETRIEVAL WINCH AND MEETS OR EXCEEDS ALL APPLICABLE INDUSTRY STANDARDS INCLUDING OSHA, ANSI AND THE ANSI Z359.

EACH SYSTEM MUST HAVE THE APPROPRIATE BRACKETS FOR PROPER USE WITH THE UCL ADVANCE 5 PIECE HOIST SYSTEM AND THE SEALED SRL WITH INTEGRAL RETRIEVAL WINCH.

PRICE: \$ \_\_\_\_\_/EA

WE BID MFG/PRODUCT # \_\_\_\_\_

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Line	Item	Description	Mfg ID	Mfg Item ID	Quantity	UOM	Need Date
3		5 Piece Advance Hoist			1.0000	EA	

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ADVANCE 5 PIECE HOIST SYSTEM. THE BASE MUST BE ABLE TO ADJUST FROM WIDTH OF 70" TO 97" AND A LENGTH OF 68.5" TO 72" LONG. THE SYSTEM MUST ALSO INCLUDE A LIGHTWEIGHT LOWER MAST THAT IS 33" IN LENGTH. THE SYSTEM MUST ALSO INCLUDE AN OFFSET ADJUSTABLE MAST WITH A RANGE OF MOTION OF 30" TO 48". THE SYSTEM MUST HAVE A WORK LOAD CAPACITY OF 450 LBS. THE SYSTEM MUST NOT EXCEED 138 LBS. THE SYSTEM MUST MEET OR EXCEEDS ALL APPLICABLE INDUSTRY STANDARDS INCLUDING OSHA AND ANSI.

THE SYSTEM MUST HAVE A SEALED SRL WITH INTEGRAL RETRIEVAL WINCH THAT HAS 50" OF 3/16" GALVANIZED STEEL WIRE ROPE, STAINLESS STEEL AND CAST ALUMINUM HOUSING FOR CORROSION RESISTANCE, BUILT IN RETRIEVAL WINCH FOR RAISING/LOWERING LOAD DURING EMERGENCIES, ENVIRONMENTALLY SEALED DESIGN FOR SAFETY IN HARSH ENVIRONMENTS, SELF ADJUSTING DISC BRAKE, RESERVE LIFELINE RETENTION SYSTEM, SELF LOCKING SWIVEL SNAP HOOK WITH IMPACT INDICATOR, SWIVELING ANCHORAGE LOOP TO PREVENT TWISTING OF LIFELINE, AND CARABINEER. THE SELF ADJUSTING DISK BRAKE WILL STOP THE FALL AND LIMIT THE ARRESTING FORCES IMPOSED ON THE WORKER TO 900 LBS. OR LESS. THE RETRIEVAL WINCH SHOULD BE ACTIVATED BY REMOVING THE CRANK HANDLE AND ROTATING THE SHIFT KNOB. THE SEALED SRL WITH INTEGRAL RETRIEVAL WINCH AND MEETS OR EXCEEDS ALL APPLICABLE INDUSTRY STANDARDS INCLUDING OSHA, ANSI AND THE ANSI Z359.

THE SYSTEM MUST HAVE THE APPROPRIATE BRACKETS FOR PROPER USE WITH THE ADVANCE 5 PIECE HOIST SYSTEM AND THE SEALED SRL WITH INTEGRAL RETRIEVAL WINCH.

PRICE: \$ \_\_\_\_\_/EA

WE BID MFG/PRODUCT # \_\_\_\_\_

4		Edge Series Harness			25.0000	EA	
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**Freight Terms:** DEST **Ship Via:** NOT APPL

TWENTY FIVE (25) HARNESSSES. THE HARNESSSES MUST HAVE A BACK D-RING, PADDING OVER THE SHOULDERS, AROUND THE BACK D-RING, AND ON THE LEG STRAPS, QUICK CONNECT CHEST & LEG STRAPS FOR QUICK AND EASY DOWNING, BUILT IN IMPACT INDICATORS FOR EASY INSPECTION, SMALL, MEDIUM, LARGE AND EXTRA LARGE SIZED AVAILABLE. HARNESSSES MUST MEET OR EXCEEDS ALL APPLICABLE INDUSTRY STANDARDS INCLUDING OSHA AND ANSI.

PRICE: \$ \_\_\_\_\_/EA

WE BID MFG/PRODUCT # \_\_\_\_\_

\*\*\*DELIVERY REQUIREMENTS\*\*\*

DELIVERY IS REQUIRED NO LATER THAN 30 CALENDAR DAYS AFTER RECEIPT OF ORDER.

WILL YOU COMPLY WITH THIS REQUIREMENT?\_\_\_YES \_\_\_NO

NOTE: IF YOU CANNOT MEET THE 30 CALENDAR DAY DELIVERY REQUIREMENT, YOUR BID WILL BE CONSIDERED NON-RESPONSIVE!

FUEL AND/OR SHIPPING SURCHARGES ARE NOT ALLOWED AND WILL NOT BE PAID BY THE CITY OF MILWAUKEE.

FREIGHT INCREASE: IF THERE IS A FREIGHT INCREASE PRIOR TO DELIVERY OF THE PRODUCT, THE ADDITIONAL INCREASE MUST BE AT THE EXPENSE OF THE BIDDER/CONTRACTOR.

\*\*\* SIGNATURE REQUIRED \*\*\*

IT IS ONLY NECESSARY FOR YOU TO SIGN THE BINDING SIGNATURE PAGE OF THE INVITATION TO BID. YOUR SIGNATURE WILL SIGNIFY YOUR AGREEMENT TO ALL PRICING, TERMS AND CONDITIONS STATED HEREIN. BIDDERS ARE REQUIRED TO COMPLETE AND RETURN ALL BID PAGES WITH THEIR BID SUBMITTAL.

\*\*\* CONTACT PERSON \*\*\*

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ANY QUESTIONS, CLARIFICATIONS, ETC. MUST BE DIRECTED TO THE PURCHASING AGENT LISTED ON THIS BID (WINONA C. MARSHALL, VIA EMAIL (PREFERRED) AT [winona.marshall@milwaukee.gov](mailto:winona.marshall@milwaukee.gov) OR 414-286-3612) AT LEAST FIVE WORKING DAYS PRIOR TO THE BID CLOSING DATE MONDAY, MAY 12, 2008. REQUESTS RECEIVED AFTER THAT TIME WILL NOT BE CONSIDERED.

BIDDERS ARE SPECIFICALLY DIRECTED NOT TO CONTACT ANY CITY OF MILWAUKEE STAFF OTHER THAN THE PURCHASING AGENT FOR MEETINGS, CONFERENCES, OR TECHNICAL DISCUSSIONS THAT ARE RELATED TO THIS BID. UNAUTHORIZED CONTACT OF ANY CITY DEPARTMENT EMPLOYEE IS A CAUSE FOR REJECTION OF THE BID. ANY ADDITIONAL INFORMATION OR CLARIFICATIONS THAT ARE PROVIDED TO ONE BIDDER WILL BE PROVIDED TO ALL BIDDERS IN THE FORM OF AN ADDENDUM POSTED TO THE CITY'S WEB SITE (BIDS PENDING PAGE).

### \*\*\* BID AND/OR SPECIFICATION APPEAL PROCESS \*\*\*

BIDDERS SHOULD SUBMIT A WRITTEN REQUEST TO THE PURCHASING AGENT FOR INTERPRETATION OR CORRECTION OF ANY AMBIGUITY OR INCONSISTENCY DISCOVERED IN THE BID, SPECIFICATIONS OR ATTACHMENTS. ANY REQUESTS FOR CHANGES, CLARIFICATIONS, ETC., TO THE BID RELATED SPECIFICATIONS OR ATTACHMENTS MUST BE SUBMITTED TO THE PURCHASING AGENT REFERENCED ON THE BID IN WRITING AT LEAST FIVE (5) WORKING DAYS PRIOR TO THE BID CLOSING DATE (MONDAY, MAY 12, 2008). REQUESTS RECEIVED AFTER THAT TIME WILL NOT BE CONSIDERED.

BIDDERS ARE CAUTIONED NOT TO CHANGE ANY OF THE TERMS OR CONDITIONS IN THE BID AND/OR SPECIFICATIONS WITHOUT THE WRITTEN APPROVAL OF THE DOA-PROCUREMENT SERVICES SECTION. ANY UNAUTHORIZED CHANGES WILL CONSTITUTE A COUNTEROFFER AND WILL SUBJECT THE BID TO REJECTION.

### \*\*\* BID ADDENDUM \*\*\*

ANY CHANGES MADE AS A RESULT OF A WRITTEN REQUEST WILL BE ISSUED VIA A BID ADDENDUM, AND, IF NECESSARY, AN EXTENSION WILL BE MADE TO THE BID CLOSING DATE. ANY ADDENDA WILL BE POSTED TO THE CITY OF MILWAUKEE PROCUREMENT SERVICES WEBSITE: [WWW.CITY.MILWAUKEE.GOV](http://WWW.CITY.MILWAUKEE.GOV) (BIDS PENDING PAGE). BIDDERS ARE RESPONSIBLE FOR CHECKING THIS WEBSITE FOR ANY FUTURE ADDENDA, ETC., PRIOR TO THE BID CLOSING DATE. ALL ADDENDA MUST BE SIGNED AND RETURNED BY THE BID CLOSING DATE AND TIME. BIDDERS WHO DO NOT RETURN THE ADDENDA MAY HAVE THEIR BID REJECTED. IF YOU ARE UNABLE TO ACCESS THE INTERNET, CONTACT DOA-PROCUREMENT SERVICES AT 414-286-3501 TO OBTAIN A HARD COPY.

\*\*\*\*\*

AWARD WILL BE MADE IN TOTAL (LINE ITEMS 1 THROUGH 4) TO THE LOWEST RESPONSIBLE AND RESPONSIVE BIDDER COMPLYING WITH THE SPECIFICATIONS AND THE SPECIFIED DELIVERY REQUIREMENTS.

\*\*\*\*\*

### \*\*\*LITERATURE\*\*\*

NOTE: BIDDERS SHALL INCLUDE DESCRIPTIVE LITERATURE WITH AN ACCEPTABLE BID. FAILURE TO PROVIDE THE APPROPRIATE LITERATURE MAY RESULT IN BID REJECTION.

A. INVITATION: Sealed bids for furnishing supplies, equipment, work, material, labor, services, or material and labor combined as specified below must be received in the Business Operations Division, Procurement Services Section, Room 601, City Hall, 200 East Wells Street, Milwaukee, WI 53202,

NO LATER THAN 2:00 PM ON: TUESDAY, MAY 20, 2008 AT 2:00 PM-CST

ALL BIDS RECEIVED AFTER THE SPECIFIED CLOSING DATE AND TIME WILL BE REJECTED.

ALL BIDS WILL BE OPENED AND READ PUBLICLY ON THE SPECIFIED CLOSING DATE AT 2:30 PM IN ROOM 301C OF CITY HALL (THIRD FLOOR), 200 EAST WELLS STREET, MILWAUKEE, WI.

B. FORM AND MANNER OF BID: Please note that bids must be SEALED, addressed to Business Operations Division, Procurement Services Section, Room 601, City Hall, 200 E. Wells St., Milwaukee, WI 53202. Your bid envelope must be

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plainly marked in the lower left hand corner of the envelope as follows:

Bid Number: 0000002032

Bid Closing Date: TUESDAY, MAY 20, 2008 AT 2:00 PM-CST

Commodity/Service: BASIC HOIST SYSTEM

Any bid received in an envelope not properly and clearly marked as specified above may result in the bid being rejected.

C. DESCRIPTION: BASIC HOIST SYSTEM

D. PLANS AND/OR SPECIFICATIONS: AS STATED IN THE BID.

E. SPECIAL CONDITIONS: The following special conditions apply to this Invitation to Bid and the award of the contract following the receipt of bids:

Time is of the essence for all terms of the contract. Delivery is required no later than 30 calendar days after receipt of order.

All goods must be delivered FOB destination to: Address indicated at time of order placement.

THE EMERGING BUSINESS ENTERPRISE (EBE) PROVISION FOR THIS BID WILL BE 0%. (If applicable, you must download the attachments for terms and conditions and required forms).

NOTE: IF THIS BID DOES NOT SPECIFY A PERCENTAGE OF MANDATORY EBE PARTICIPATION, THE CITY STRONGLY ENCOURAGES THE USE BY THE BIDDER OF CERTIFIED EMERGING BUSINESS ENTERPRISE FIRMS FOR ANY SUPPLEMENTARY SERVICES ATTENDANT TO THE GOODS OR SERVICES PROVIDED HEREUNDER. USE OF EMERGING BUSINESS ENTERPRISE FIRMS WHENEVER POSSIBLE THROUGHOUT THE COURSE OF THIS ENGAGEMENT FOR SUCH SUPPLEMENTARY SERVICES IS STRONGLY ENCOURAGED BY THE CITY, BUT IS NOT A REQUIREMENT FOR SUBMITTING A BID, UNLESS OTHERWISE SPECIFIED. FURTHER INFORMATION ABOUT THE EBE PROGRAM CAN BE OBTAINED FROM THE OFFICE OF THE EMERGING BUSINESS ENTERPRISE PROGRAM (EBEP), LOCATED IN ROOM 601, 200 EAST WELLS STREET, MILWAUKEE, WISCONSIN 53202, PHONE (414) 286-5552.

Any special conditions stated above shall take precedence over any conflicting provisions stated elsewhere in this document or any attached terms and conditions.

F. BID DEPOSIT OR BID BOND REQUIRED (See attached Terms and Conditions for more details): NONE

G. PERFORMANCE BOND REQUIRED (See attached Terms and Conditions for more details): NONE

\*\*\*PERSONAL INTEREST\*\*\*

DOES ANY OFFICER, EMPLOYEE, AGENT, MEMBER OF A GOVERNING BODY, OR PUBLIC OFFICIAL OF THE CITY OF MILWAUKEE WHO EXERCISES ANY FUNCTIONS OR RESPONSIBILITIES IN CONNECTION WITH THE REVIEWING, APPROVING OR ADMINISTERING THE CARRYING OUT OF ANY SERVICES OR REQUIREMENTS TO WHICH THIS BID PERTAINS, HAVE ANY PERSONAL INTEREST, DIRECT OR INDIRECT, IN THIS BID AND ANY CONTRACT THAT MAY RESULT THEREOF?

Yes \_\_\_\_\_ No \_\_\_\_\_

Has your business been certified as an Emerging Business for the City of Milwaukee by the Emerging Business Enterprise Program?

Yes \_\_\_\_\_ No \_\_\_\_\_

If you are interested in the certification process for your business, please contact the Emerging Business Enterprise Program Office for more information at (414) 286-5552.

\*\*\*COOPERATIVE PURCHASING\*\*\*

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Would you be willing to extend the pricing from any contract that may result from this bid to other V.A.L.U.E. members of local government entities in the southeastern Wisconsin area including but not limited to the Milwaukee Metropolitan Sewerage District (MMSD) and/or Milwaukee Public Schools (MPS)?							
Yes _____ No _____							

Please be advised that the award of this bid by the City of Milwaukee is NOT contingent upon your agreement to the above request. If, however, you agree to extend to any other agencies, each agency will be responsible for issuing and administering its own contract and resulting purchase order.

CONTACT PERSON FOR ORDER PLACEMENT:

NAME: \_\_\_\_\_

PHONE: \_\_\_\_\_ FAX: \_\_\_\_\_

EMAIL ADDRESS: \_\_\_\_\_

\*\*\*TERMS AND CONDITIONS\*\*\*

BY SIGNING THIS BID, BIDDER HEREBY AGREES TO ALL THE TERMS AND CONDITIONS OF THE "CITY OF MILWAUKEE INVITATION, INSTRUCTIONS, TERMS AND CONDITIONS FOR FORMAL BID & CONTRACT" DOCUMENT, WHICH IS HEREBY REFERENCED AND INCORPORATED AS PART OF THE CONTRACT AWARDED FROM THIS BID. THIS DOCUMENT CAN BE FOUND BY ACCESSING THE CITY'S WEB SITE AT [HTTP://WWW.MILWAUKEE.GOV](http://www.milwaukee.gov), CLICK THE DEPARTMENTS LINK, CLICK THE PROCUREMENT SERVICES (PURCHASING) LINK UNDER BUSINESS AND DEVELOPMENT CATEGORY, CLICK THE BID INFORMATION LINK FOR THE DOCUMENT, OR YOU MAY OBTAIN A COPY BY CALLING OUR OFFICE AT (414)286-3501.

\*\*\*SLAVERY DISCLOSURE AFFIDAVIT\*\*\*

NOTE: EFFECTIVE DECEMBER 28, 2005, THE CITY OF MILWAUKEE ADOPTED AN ORDINANCE RELATIVE TO THE DISCLOSURE OF PARTICIPATION IN OR PROFITS DERIVED FROM SLAVERY BY CONTRACTORS. ALL CONTRACTORS AWARDED A CONTRACT ON BEHALF OF THE CITY OF MILWAUKEE, WHETHER OR NOT SUBJECT TO A COMPETITIVE BID, SHALL COMPLETE AN AFFIDAVIT PRIOR TO ENTERING INTO THE CONTRACT VERIFYING THAT THE CONTRACTOR HAS SEARCHED ANY AND ALL RECORDS OF THE COMPANY OR ANY PREDECESSOR COMPANY REGARDING RECORDS OF INVESTMENTS OR PROFITS FROM SLAVERY OR SLAVEHOLDER INSURANCE POLICIES DURING THE SLAVERY ERA. THE NAMES OF ANY ENSLAVED PERSONS OR SLAVEHOLDERS DESCRIBED IN THOSE RECORDS MUST BE DISCLOSED IN THE AFFIDAVIT.

THE CITY SHALL MAKE THE INFORMATION CONTAINED IN THE AFFIDAVIT AVAILABLE TO THE PUBLIC. ANY CONTRACT BETWEEN THE CITY AND A CONTRACTOR WHICH FAILS TO PROVIDE THE REQUISITE AFFIDAVIT OR WHICH INCLUDES MATERIAL FALSE INFORMATION ON SUCH AFFIDAVIT SHALL BE RENDERED NULL AND VOID. TO REFERENCE MILWAUKEE CODE OF ORDINANCES 310-14, PLEASE SEE:

<http://cctv25.milwaukee.gov/code/volume3/ch310.pdf>

\*\*\* ETHICAL PURCHASING REQUIREMENT \*\*\*

EFFECTIVE JANUARY 8, 2008, THE SUCCESSFUL BIDDER FOR ALL PROCUREMENTS MUST COMPLY WITH CITY OF MILWAUKEE ORDINANCE 310-17 WHICH CAN BE FOUND AT:

<http://cctv25.milwaukee.gov/code/volume3/ch310.pdf>

AND THE HOURLY NON-POVERTY WAGE TABLE WHICH CAN BE FOUND ON THE PROCUREMENT SERVICES WEB SITE AT:

<http://www.city.milwaukee.gov/display/router.asp?docid=327>

IT IS YOUR RESPONSIBILITY AS A BIDDER TO FAMILIARIZE YOURSELF WITH THIS ORDINANCE PRIOR TO SUBMITTING YOUR BID. BIDDERS ARE ALSO URGED TO MAKE ALL SUBCONTRACTORS AWARE OF THIS ORDINANCE AND ENCOURAGE ANY AND ALL SUBCONTRACTORS TO COMPLY WITH IT AS WELL.

WILL YOU COMPLY WITH THIS REQUIREMENT ? (CHECK BELOW)

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\_\_\_\_\_ YES \_\_\_\_\_ NO

NOTE: FAILURE TO COMPLY WITH THIS REQUIREMENT MAY RESULT IN BID REJECTION.

\*\*\*FAIR TRADE\*\*\*

\*\*\* IMPORTANT NOTE: IF THIS QUOTE RELATES TO THE PURCHASE OF FOOD OR BEVERAGES, THE VENDOR IS URGED TO MAKE FAIR TRADE PRODUCTS AVAILABLE IN ACCORDANCE WITH COMMON COUNCIL RESOLUTION NUMBER 070280 DECLARING THE CITY OF MILWAUKEE A FAIR TRADE CITY EFFECTIVE JULY 18, 2007. \*\*\*

\*\*\*PAYMENT TERMS\*\*\*

THE CITY STRIVES TO MAKE TIMELY PAYMENT ON ALL INVOICES. PAYMENT TO THE VENDOR WILL BE DEEMED TIMELY IF THE PAYMENT IS MAILED, DELIVERED OR TRANSFERRED WITHIN 60 CALENDAR DAYS AFTER RECEIPT OF A PROPERLY COMPLETED INVOICE OR RECEIPT AND ACCEPTANCE OF THE PROPERTY OR SERVICE UNDER THE ORDER OR CONTRACT, WHICHEVER IS LATER. IF THE CITY DOES NOT MAKE PAYMENT BY THE 60TH CALENDAR DAY, THE CITY SHALL PAY SIMPLE INTEREST BEGINNING WITH THE 31ST CALENDAR DAY OF THE RATE OF ONE PERCENT PER MONTH (UNLESS THE CITY DISPUTES THE AMOUNT OF THE INVOICE). REFERENCE COMMON COUNCIL FILE NO. 900859 ADOPTED OCTOBER 16, 1990, PROVISIONS OF STATE STATUTE 66.285 AND 66.286

IF THIS BID HAS SUBCONTRACTOR REQUIREMENTS, THE PRIME CONTRACTOR MUST PAY SUBCONTRACTOR(S) WITHIN TEN WORKING DAYS OF THE RECEIPT OF PAYMENT FROM THE CITY OF MILWAUKEE, OR TEN DAYS FROM RECEIPT OF A PROPERLY SUBMITTED AND APPROVED INVOICE FROM THE SUBCONTRACTOR, WHICHEVER IS LATER. IF THE CONTRACTOR FAILS TO MAKE TIMELY PAYMENT TO A SUBCONTRACTOR, THE CONTRACTOR SHALL PAY SIMPLE INTEREST AT THE RATE OF ONE PERCENT PER MONTH, BEGINNING WITH THE 11TH CALENDAR DAY.

IF YOU WOULD LIKE TO OFFER A PAYMENT DISCOUNT TO THE CITY, PLEASE STATE BELOW:

\_\_\_\_\_%, \_\_\_\_\_ DAYS

THE CITY WILL DETERMINE THE LOW BIDDER BY TAKING INTO CONSIDERATION CASH DISCOUNTS OFFERED BY THE BIDDERS ONLY IF THE PAYMENT TERMS ARE 30 DAYS OR MORE. HOWEVER, IF THE LOW BIDDER WHO IS AWARDED THIS CONTRACT HAS QUOTED A MORE FAVORABLE DISCOUNT FOR EARLIER PAYMENT, AND THE CITY PAYS WITHIN THAT EARLIER TIMEFRAME, THE BIDDER WILL BE HELD TO THAT QUOTED DISCOUNT.

### This is NOT AN ORDER

All returned quotes and related documents must be identified with our request for quote Number.

Authorized Signature

CITY OF MILWAUKEE  
Department of Administration  
Business Operations Division  
Procurement Services Section

**BINDING SIGNATURES FOR BID AND CONTRACT**

Upon award and acceptance of this bid by the City of Milwaukee, the undersigned bidder, by its authorized persons signing below, agrees that all provisions set forth herein will become binding as a formal contract upon the fulfillment of all conditions precedent set forth herein.

This agreement constitutes the entire agreement between the parties relating to the subject matter of this agreement. All prior understandings, agreements, correspondence and discussions of the parties are merged into and made a part of this agreement.

**CONTRACTOR (To be signed by two persons authorized to legally bind your firm to this contract)**

Bidder's Firm \_\_\_\_\_

Address \_\_\_\_\_

City/State \_\_\_\_\_ Zip \_\_\_\_\_

Telephone \_\_\_\_\_

Fax number \_\_\_\_\_

E-mail \_\_\_\_\_

Federal ID # \_\_\_\_\_

BY: \_\_\_\_\_  
(manual signature required)

NAME \_\_\_\_\_  
(typed or printed)

TITLE \_\_\_\_\_

DATE \_\_\_\_\_

BY: \_\_\_\_\_  
(manual signature required)

NAME \_\_\_\_\_  
(typed or printed)

TITLE \_\_\_\_\_

DATE \_\_\_\_\_

**Witnesses: Two Witnesses to Bidder's Authorized Signature**

BY: \_\_\_\_\_  
(manual signature required)

NAME \_\_\_\_\_  
(typed or printed)

BY: \_\_\_\_\_  
(manual signature required)

NAME \_\_\_\_\_  
(typed or printed)

**This section must be fully completed and witnessed in order to process your bid.**

**FOR OFFICIAL CITY USE ONLY**

**CITY OF MILWAUKEE, a municipal corporation**

BY \_\_\_\_\_  
City of Milwaukee Purchasing Director

DATE \_\_\_\_\_

**Countersigned:**

BY \_\_\_\_\_  
City Comptroller

DATE \_\_\_\_\_